GUIDE TO REQUIREMENTS FOR WASTEWATER SYSTEMS CONSISTING SOLELY OF A WASTEWATER COLLECTION SYSTEM

December 2004

DISCLAIMER

This guide provides a broad overview of Alberta Environment's requirements for wastewater systems consisting solely of a wastewater collection system. It does not replace or affect the legislative requirements. The person responsible for wastewater collection systems must follow all of the legislated requirements. If there is any conflict between this document and the *Environmental Protection and Enhancement Act* (*EPEA)* or its regulations, *EPEA* and its regulations take precedence.

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INTRODUCTION

Wastewater systems consisting solely of a wastewater collection system must be registered with Alberta Environment prior to being constructed, expanded, operated, or reclaimed. They must be operated according to the *Code of Practice for Wastewater Systems Consisting Solely of a Wastewater Collection System*. This is a guide to registering and understanding the Code of Practice.

WASTEWATER COLLECTION SYSTEMS REQUIRING REGISTRATION

The Code of Practice applies only to activities listed in item (e) of Schedule 2, Division 2 of the *Activities Designation Regulation*. These are wastewater collection systems that discharge into an authorized wastewater system that is not part of the collection system, e.g. into a regional wastewater collection system holding a separate registration. The Code of Practice covers all components of a "wastewater collection system" as defined in the *Wastewater and Storm Drainage Regulation*.

The Code of Practice does not apply to storm drainage systems or snow disposal sites. Requirements for storm drainage systems are presented the *Wastewater and Storm Drainage Regulation* (Sections 2 – 7).

Existing Systems:

Wastewater collection systems that discharge into an authorized wastewater system, and operating under an *EPEA* approval prior to October 1, 2003 are automatically registered. The approval holder becomes the registration holder. The registration holder must continue to operate the system according to their *EPEA* approval. Alberta Environment will notify the registration holder when the facility must be operated according to the Code of Practice. The registration has no expiry date. See Section 11(2) of the *Activities Designation Regulation*.

New Systems:

- Registration is required prior to the construction of a new wastewater collection system that serves more than one lot or is triggered by the *Activities Designation Regulation*.

HOW TO REGISTER

Step 1:
Refer to the following web page for the registration process:
www.gov.ab.ca/env/protenf/approvals/factsheets/EPEA_RegistrationProcess.pdf

Step 2:
The general requirements for registering are specified in the *Approvals and Registrations Procedure Regulation*. Section A3.1.1 of the Code of Practice outlines the specific information to be submitted.

Step 3:
The application review process will not begin until a complete application is received. The activity may not proceed until the registration is issued, so it is advisable to allow sufficient lead-time for the application review and decision.

Step 4:
Send all registration applications to:

Alberta Environment
Regulatory Approvals Centre
Main Floor, Oxbridge Place
9820 – 106 Street
Edmonton, Alberta T5K 2J6
Phone: (780) 427-6311 (to connect toll-free first dial 310-0000)
Fax: (780) 422-0154

The Regulatory Approvals Centre will record receipt of the application and forward it to the appropriate Director in the region for which the project is being proposed.

Step 5:
Facilities that already hold a registration and require modifications shall inform the Director in writing of their intentions. Contact the Regulatory Approvals Centre for the Alberta Environment District Office nearest you.

DESIGN REQUIREMENTS FOR A WASTEWATER COLLECTION SYSTEM

All new systems must meet the design standards in effect at the time of an application for registration. Existing systems are not required to meet new published standards until the wastewater system is expanded, upgraded, or the Director gives notice. The *Standards and Guidelines For Municipal Waterworks, Wastewater and Storm Drainage Systems* outlines the design standards. Any proposed deviations from the standards must be identified in the application for registration and authorized in writing by the Director.

General minimum design standards for a wastewater collection system are set out in Section 5 of the *Wastewater and Storm Drainage Regulation*. Detailed requirements are set out in the *Standards and Guidelines For Municipal Waterworks, Wastewater and Storm Drainage Systems.*

The extension or replacement of portions of the collection system must meet the design requirements specified in Section 6 of the *Wastewater and Storm Drainage Regulation.* The Director must be notified in writing prior to construction. The Director may request detailed design information and advise that deficiencies must be addressed, so it is advisable to allow sufficient time for that prior to proceeding with construction.

SPECIFIC CODE OF PRACTICE REQUIREMENTS

Definitions

If a term is used in *EPEA*, the *Wastewater and Storm Drainage Regulation* or the *Activities Designation Regulation* and is not defined in the Code of Practice, the definition in *EPEA*, the *Wastewater and Storm Drainage Regulation* or the *Activities Designation Regulation* will apply.

If a term is used in *EPEA*, the *Wastewater and Storm Drainage Regulation* or the *Activities Designation Regulation* and is defined in the Code of Practice, the definition in the Code of Practice will apply.

General Provisions

Section 2.2.2 of the Code of Practice requires that analysis be conducted at an approved laboratory, unless otherwise specified in writing by the Director. Approved laboratories are laboratories that are accredited by the Standards Council of Canada to analyse for the parameters that must be monitored and reported under this code, except as indicated under Alberta Environment's *"Laboratory Data Quality Assurance Policy"*.

Operational, Monitoring, Reporting, and Record Keeping Procedures

Refers to Section in Code of Practice	Guidance
4.1.2 Operational	Certified operators are required to operate wastewater collection systems. For more information on operator certification, please refer to *Water and Wastewater Operators' Certification Guidelines*, (http://www3.gov.ab.ca/env/info/infocentre/publist.cfm) published by Alberta Environment. Depending on the population served, different levels of certification may be required.
5.1.1 Monitoring	Any unauthorized release that has or may enter a watercourse must be monitored as indicated in Table 5-1. If the unauthorized release is secured and cleaned up so that there is no possibility of it entering a watercourse, monitoring is not required.
7.1.1 Contravention Reporting	If any of the conditions of the Code of Practice or the requirements under the Act and Regulations have not been met, the registration holder is required to immediately report the incident to the Director (780) 422-4505.
8.1.1 Record Keeping	The operating record for the wastewater collection system should at a minimum provide key information regarding the schedule for flushing and special care for any portion of the system. The intent of the operating record is to provide sufficient information to enable any certified operator to take over the operation of the system.

Any comments, questions, or suggestions regarding the content of this document may be directed to:

Alberta Environment
Science & Standards
4th Floor, Oxbridge Place
9820 – 106 Street
Edmonton, Alberta T5K 2J6
Phone: (780) 427-7533

Additional copies of this document may be obtained by contacting:

Alberta Environment
Education & Information Centre
Main Floor, Oxbridge Place
9820 – 106 Street
Edmonton, Alberta T5K 2J6
Phone: (780) 427-2700
Email: env.infocent@gov.ab.ca

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If you have any questions or would like more information, contact your local Alberta Environment office. For toll free access, dial 310-0000 from anywhere in Alberta.

APPENDIX

The following are some of the documents that set out requirements and obligations for environmental protection at wastewater systems consisting solely of a wastewater collection system.

- *EPEA*
- *Water Act*
- *Activities Designation Regulation*
- *Wastewater and Storm Drainage Regulation*
- *Wastewater and Storm Drainage (Ministerial) Regulation*
- *Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems,* (Standards and Guidelines document) published by Alberta Environment
- *Guidelines for Municipal Wastewater Irrigation* published by Alberta Environment
- *Guidelines for the Application of Municipal Wastewater Sludges to Agricultural Lands* published by Alberta Environment
- *Approvals and Registrations Procedures Regulation*
- *Code of Practice for Outfall Structures on Water Bodies*
- *Code of Practice for Wastewater Systems Using a Wastewater Lagoon*
- *Code of Practice for Wastewater Systems Consisting Solely of a Wastewater Collection System*